SAFETY COMMITTEE MEETING MINUTES
COMPTROLLER CONFERENCE ROOM – 2ND FLOOR
MAY 19, 2016
1:30 PM

Call to Order
Washoe County Risk Analyst, Celeste Wallick called the meeting to order at 1:33pm.

1. Roll Call
   Lt. Mark Bello          Washoe County Sheriff’s Office
   Carla Fells             Washoe County Employee Association – entered at 1:38pm
   Cathy Hill              Washoe County Comptroller and Risk Manager
   Mary Kandaras           Legal Counsel for Committee
   Joey Orduna Hastings    Assistant County Manager
   Deputy John Sabo        Washoe County Sheriff’s Office
   Celeste Wallick         Washoe County Risk Analyst

   Not present
   Anne Stoll-Thompson     Chairperson
   Angela Penny            Washoe County Nurse’s Association

   Public Present
   None

2. Public Comment
   There was no response to the call for public comment.

3. Approval of minutes from April 21, 2016 meeting
   Item 5 – Page 2 – remove Ms. Orduna Hastings performing additional research and corrected with Ms.
   Wallick performing additional research

   Ms. Wallick made a motion to approve the minutes of the April 21, 2016 meeting, Ms. Orduna-Hastings
   moved to approve with the change as noted, Lt. Mark Bello seconded the motion; no opposition, minutes
   unanimously approved.
Open Issues

4. Industrial Injury Summary Reports
   Industrial Injury Summary Reports were reviewed – no recommendations were offered. Ms. Orduna Hastings inquired about the Library claims; after review, Ms. Wallick informed the Committee that she will be working with Ms. Gaston on reducing incidents. They have already taken steps by making training on back injury prevention and slips, trips & falls mandatory for all employees.

5. Alternate Workstations
   Ball chairs, employees are requesting use – different ball chair designs were discussed as well as bicycle workstations – one County employee is currently using a bicycle workstation; treadmill workstations are discouraged as well as lounge type chairs. Sit/stand stations are currently being used by employees in the County. Employees are responsible for purchasing their own sit/stand stations unless a doctor’s note is received. These workstations need to be reviewed for safety features.

   Ms. Wallick performed research on ball chairs; more information was found not to be in support of the ball chair surface versus the support of a standard chair. OSHA guidelines were reviewed; back rest, seat, arm rest and base were safety concerns, as these are generally not accessories to the ball chair. Research found that ball chairs should be used in short duration as they are for exercise in nature. OSHA general duty clause “if you know of a hazard and have a hazard you are responsible.” General use without a doctor’s note is not recommended. Ms. Wallick will add the OSHA computer workstation information to the Safety intranet. It is recommended Managers contact the Safety Committee for input on the allowance of ball chairs.

6. Wellness Resource
   Wellness resource information being offered to Insurance Negotiation Committee – this has not yet been discussed with Ashley Farmer; information has been sent to Truckee Meadows Fire Protection District and Sheriff’s office.

7. Topic for future agendas –
   a. Washoe County Code changes regarding the Safety Committee - Frequency of Committee meetings to be reviewed in code – possibility of changing to quarterly meetings. Composition and terms of members. Other items as submitted by Committee members for discussion.
   b. Desk personnel at Sheriff’s working the front desk to wear vests – mandatory that uniformed personnel wear bullet proof vests. Consider other departments such as Animal Services, Code Enforcement, etc. who may also have a need for vests.
   c. Written workplace safety program policy review and Drivers Policy annual reviews
   d. New management representative will be replacing Ms. Orduna Hastings

8. Public Comment
   There was no response to the call for public comment.

9. Meeting adjourned at 2:11pm.